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# Augusta College

AUGUSTA, GEORGIA

A UNIT OF THE UNIVERSITY SYSTEM OF GEORGIA



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Augusta, Georgia

BULLETIN OF

# Augusta College

## CATALOG ISSUE

Announcements for 1959 - 60

lletin No. 32 November, 1959

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# COLLEGE CALENDAR

**1959-60**

**FALL QUARTER**

| | |
|---|---|
| Sept. 4 | Last day to file application for admission for fall quarter |
| Sept. 21-23 | Faculty planning |
| Sept. 23-24 | Freshman and transfer student orientation |
| Sept. 24-25 | Registration |
| Sept. 28 | Classes begin |
| Sept. 30 | Last day for late registration |
| Nov. 26-29 | Thanksgiving holidays |
| Dec. 14-16 | Final examinations |
| Dec. 17 | Christmas holidays begin |

**WINTER QUARTER**

| | |
|---|---|
| Dec. 8 | Last day to file application for admission for winter quarter |
| Jan. 4 | Registration |
| Jan. 5 | Day classes begin |
| Jan. 7 | Evening classes begin |
| Jan. 8 | Last day for late registration |
| Mar. 14-16 | Final examinations |

**SPRING QUARTER**

| | |
|---|---|
| Mar. 1 | Last day to file application for admission for spring quarter |
| Mar 21 | Registration |
| Mar. 22 | Day classes begin |
| Mar. 24 | Evening classes begin |
| Mar. 25 | Last day for late registration |
| Mar. 25 | Last day to apply for June graduation |
| May 30—June 1 | Final examinations |
| June 5 | Baccalaureate Sermon |
| June 6 | Graduation |

**SUMMER QUARTER**

| | |
|---|---|
| May 20 | Last day to file application for admission for summer quarter |
| June 9 | Registration |
| June 10 | Day classes begin |
| June 13 | Evening classes begin |
| June 13 | Last day for late registration |
| July 4 | Holiday |
| July 22 | Final examinations, day classes |
| July 26, 28 | Final examinations, evening classes |

# REGENTS OF THE UNIVERSITY SYSTEM OF GEORGIA

244 Washington Street, S. W.—Fourth Floor

**ATLANTA**

| DISTRICT | REGENT | ADDRESS |
|---|---|---|
| State at Large | MRS. WILLIAM T. HEALEY<br>January 1, 1953—January 1, 1960 | 803 Healey Building,<br>Atlanta |
| State at Large | ALLEN WOODALL,<br>February 13, 1957—January 1, 1964 | President, Radio Station WDAK<br>Columbus |
| State at Large | FREEMAN STRICKLAND<br>January 1, 1953—January 1, 1960 | First National Bank<br>Atlanta |
| State at Large | QUIMBY MELTON, JR.<br>February 14, 1956-January 1, 1963 | Griffin Daily News<br>Griffin |
| State at Large | CAREY WILLIAMS<br>January 1, 1955-January 1, 1962 | Greensboro |
| First | EVERETT WILLIAMS<br>January 13, 1955-January 1, 1962 | College Pharmacy<br>Statesboro |
| Second | JOHN I. SPOONER<br>January 1, 1954-January 1, 1961 | Seldom Rest Farms<br>Donalsonville |
| Third | HOWARD H. CALLAWAY<br>January 1, 1958-January 1, 1965 | Pine Mountain |
| Fourth | ROBERT O. ARNOLD<br>January 1, 1956-January 1, 1963 | P. O. Box 191<br>Covington |
| Fifth | DAVID F. RICE<br>January 1, 1954-January 1, 1961 | 1175 W. Conway Road, N. W.<br>Atlanta |
| Sixth | LINTON D. BAGGS, JR.<br>July 8, 1957-January 1, 1964 | President, Bibb Transit Co.<br>Macon |
| Seventh | ERNEST L. WRIGHT, President Darlington School<br>February 6, 1959-January 1, 1966 | Box 353<br>Rome |
| Eighth | JAMES D. GOULD<br>February 13, 1957-January 1, 1964 | Gould Motor Co.<br>Brunswick |
| Ninth | MORRIS M. BRYAN, JR.<br>February 3, 1959-January 1, 1966 | President, The Jefferson Mills<br>Jefferson |
| Tenth | W. ROSCOE COLEMAN<br>January 1, 1958-January 1, 1965 | Fleming Insurance & Realty Co.<br>Augusta |

OFFICERS OF THE BOARD OF REGENTS

Chairman ..... ROBERT O. ARNOLD
Vice-Chairman ..... FREEMAN STRICKLAND
Chancellor ..... DR. HARMON W. CALDWELL
Assistant to the Chancellor ..... JOHN E. SIMS*
Dir., Plant & Bus. Operations ..... J. H. DEWBERRY
Executive Secretary ..... L. R. SIEBERT
Treasurer ..... JAMES A. BLISSIT
Director of Testing & Guidance ..... DR. JOHN R. HILLS

*On leave

# COLLEGE PERSONNEL

## OFFICERS OF THE ADMINISTRATION

GERALD BURNS ROBINS ..... **President**
B.S. Ed., University of Arkansas; M.S., University of Arkansas; Ed. D., University of Georgia.

JAMES WESLEY CLARK ..... **Dean**
A.B., Florence State College; M.A., George Peabody College; further graduate study, George Peabody College.

MORRIS PHILIP WOLF ..... **Assistant Dean and Director of Extended Services**
A.B., New York University; A.M., New York University; Ph.D., University of Georgia.

SHELBY LEE WALLACE ..... **Registrar**
B.A., University of Mississippi; M.S., University of Mississippi; further graduate study, University of Georgia, University of Mississippi, Mississippi State College.

BENJAMIN DUDLEY JERVEY ..... **Comptroller**
B.B.A., Georgia State College; M.B.A., University of Georgia

NORMAN L. GALLOWAY ..... **Dean of Students**
B.S., Murray State Teachers College; M.A., George Peabody College; further graduate study, George Peabody College.

## ADMINISTRATIVE STAFF

MRS. MARTHA BURGAMY UMSTEAD ..... **Bookkeeper**
MRS. DORIS COOK ..... **Secretary**
MRS. MARY DICKSON ..... **Secretary**
MRS. PATSY DOWLING ..... **Secretary**
MRS. HELEN C. McKINNEY ..... **Secretary**
MRS. JANIE S. MARTIN ..... **Secretary**
MRS. JUNE ROOKS ..... **Secretary**
MISS ANNE MARIE WEIGLE ..... **Secretary**
BERNICE T. COLLINS ..... **Foreman, Buildings and Grounds**
MRS. IDA C. FRIEDMAN ..... **Director, Student Center**

## FACULTY

*MISS LOCHIE JO ALLEN ..... **English**
B.S., Radford College; A.B., Radford College; M.A., University of Georgia.

*NEAL B. ANDREGG ..... **Psychology**
B.S., Ohio State University; M.A., Ohio State University; Ed. D., Michigan State University.

ROBERT P. ANDRESS ..... **History, Political Science**
B.S., Troy State College; M.A., Columbia University; Ed. D., Columbia University.

MRS. ELIZABETH W. ANDREW ..... **Biology**
B.A., Syracuse University; M.S., Syracuse University; further graduate study, University of Georgia.

*ALBERT HOWARD BELL ..... **Psychology**
B.S., Tulane University; M.S., Tulane University; Ph.D., Louisiana State University.

MRS. MONIQUE D. BOYCE ..... **English**
A.B., University of Georgia; M.A., University of Georgia; further graduate study, University of Georgia.

*MARTIN J. BRENNAN ..... **Psychology**
A.B., DePaul University; M.A. Niagara University; Ph.D., Fordham University.

*H. T. BULLARD, JR. ..... **Accounting**
B.B.A., University of Georgia; graduate study, University of Pennsylvania; C.P.A.

*FRANCIS HAMILTON COLEY ..... **Mathematics, Chemistry**
B.S., Virginia Polytechnic Institute; M.G.T., Illinois Institute of Technology; Ph.D., Pennsylvania State University.

*HUGH CONNOLLY ..... **Business Law**
B.A., Allegheny College; LL. B., University of Georgia.

CHARLES GUY CORDLE ..... **History, Political Science**
**Chairman, Social Science Division**
B.A., Trinity College; M.A., Trinity College; M.A. University of Georgia.

KEITH W. COWLING ..... **Art, English**
N.E.A.M., Plymouth College of Art; further study, University of Reading (England), University of Exeter (England), Shakespeare Memorial Theatre (England), University of Venice (Italy).

SPYROS J. DALIS ..... **Economics, History, Political Science**
A.B., University of Georgia; M.A., University of Georgia; further graduate study, Duke University.

MRS. JOANNE A. DAVIS ..... **English**
B.S., Northwestern University; M.A., Columbia University.

HARRY DOLYNIUK ..... **Chemistry**
B.S., North Dakota State Teachers College; M.A.T., University of Indiana; further graduate study, Mercer University, Emory University.

SAMUEL D. DUNCAN, JR. **Romance Languages**
B.S., Georgia Teachers College; M.A., University of North Carolina; further graduate study, University of North Carolina, McGill University.

JOHN EVANS EUBANKS **History, Political Science**
A.B., Wofford College; A.M., Wofford College; A.M., Columbia University; further graduate study, Columbia University, American Academy (Italy).

LAWRENCE ALBERT FOX **Engineering Drawing**
B.A., Iowa State University; M.A., University of North Carolina.

MRS. MARION BISHOP FROELICH **Sociology**
B.A., Drury College; M.A., University of Kansas; M.A., Syracuse University; Ph.D., Washington University.

*ROBERT FRY **English**
B.S., Florida State University; further graduate study, Florida State University.

*NORMAN GOLDBURG **Philosophy**
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B.S., Georgia State College for Women; M. Ed., University of South Carolina.

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*MRS. ANN WEAVER KOTH **English**
A.B., Winthrop College; further graduate study at University of North Carolina.

*MRS. MARTHA LONG LAURENT **English**
A.B., Florida State University; B.S., Alabama Polytechnic Institute; M.A., Alabama Polytechnic Institute.

MISS DOROTHY GENE MATTHEWS **Assistant Librarian**
B.A., Florida State University.

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A.B., Bowling Green College of Commerce; M.A., George Peabody College; further graduate study, George Peabody College.

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B.S., University of Wisconsin; Ph.D., University of Wisconsin.

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*JOHN HARDING OWEN ..... **Chemistry**
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HENRY OSGOOD READ ..... **English**
**Chairman, Humanities Division**
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A.B., Wofford College; M.A., University of North Carolina; further graduate study, University of North Carolina, University of South Carolina.

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B.S., College of William and Mary; Ph.D., University of Nebraska.

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B.S., St. Norbert College; M.B.A., Syracuse University.

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B.S., Panhandle A. and M. College; B.B.A., University of Georgia; M.B.A., University of Georgia.

MISS EUGENIA N. TOOLE **Music**
B.M., Wesleyan Conservatory of Music; M.A., Eastman School of Music, University of Rochester.

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A.B., Georgia State College for Women; M.S., Emory University.

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B.A., Western Kentucky State College; M.A., University of Iowa; further graduate study, Indiana University.

*MARK HAMILTON VON REDLICH **Speech**
B.A., University of Alabama; M.A., University of Alabama.

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MISS BEVERLY JEAN WILLIAMS **Secretarial Science**
B.S., Bob Jones University; M.A., George Peabody University.

GROVER B. WILLIAMS **Mathematics**
A.B., College of William and Mary; M.A., Ohio State University; further graduate study, Ohio State University, Duke University, University of North Carolina.

PERCY WISE **Romance Languages**
A.B., University of South Carolina; M.A., University of North Carolina; further graduate study, University of Poitiers (France), Duke University, University of Illinois, New York University, Saltillo State Teachers College (Mexico).

MORRIS PHILIP WOLF **Speech, English**
A.B., New York University, A.M., New York University; Ph.D., University of Georgia.

*Part-time Evening Instructors.



# GENERAL INFORMATION

**HISTORY**

In 1910, The Academy of Richmond County, under the Board of Education of Richmond County, added a year of college and commercial work to the standard four-year high school program.

The increasing need for a standard junior college led the Board of Education on August 15, 1925, to found The Junior College of Augusta. Its operation started with the 1926-27 session in what was at that time the new Academy building. The college has been fully accredited since its beginning in 1926.

In December, 1955, after the closing of the Augusta Arsenal by the United States Government, the County Board of Education made application for the western section of this property for educational purposes. On February 12, 1957, a deed was received conveying 38.93 acres of land and thirty-four buildings. On February 18, 1957, a deed to an additional 5.65 acres was received; and the Board of Education purchased three additional acres of the Arsenal property for $19,600.00.

In September, 1957, The Junior College of Augusta opened on its new campus. During the year, the Board of Education applied to the Board of Regents of the University System of Georgia for the incorporation of The Junior College of Augusta into the University System as a State-supported institution. The application was approved in June, 1958, with the Board of Regents assuming control on September 1, 1958. The name of the college was changed to Augusta College.

On March 17, 1959, 15.59 additional acres of former Augusta Arsenal property were deeded to the Regents of the University System. This property contains nine large brick buildings which will be used to house expanding college functions.

An evening program, which had been offered by the Augusta Center of the University of Georgia as extension course work, was made a part of the total program of educational services of Augusta College by the Board of Regents. Augusta College assumed responsibility for the evening freshman and sophomore course work on June 1, 1959.

## THE CAMPUS

The area of the campus is approximately sixty-two acres around which grew up Augusta's residential area as people began to move out of the downtown section. It is located on the high hills overlooking the business section of the city and the vast panorama of the Savannah River Valley. While other beautiful residential sections have grown up in recent years, "The Hill" is still famous for its beautiful homes and gardens.

The campus is splendidly shaded by century-old oaks and magnolias. In the immediate vicinity of the main buildings are massive English boxwoods over one hundred years old. There are many shrubs and flowering plants such as azaleas, camellias, etc., which give a brilliance of color and a beautiful setting for the white-columned main buildings.

## ACCREDITED STANDING

Augusta College is a member of the National Commission on Accrediting, Southern Association of Colleges and Secondary Schools, The American Association of Junior Colleges, The Georgia Association of Junior Colleges and The Georgia Association of Colleges. These affiliations assure the highest possible recognition of all credits earned in Augusta College.

## HOUSING

Augusta College does not operate dormitories. Students either commute or live in private homes in Augusta. Aid will be given to students in locating housing if such is needed.

## INSTRUCTIONAL AND SERVICE FACILITIES

The campus is undergoing an extensive physical plant development program. At the time of publication of this catalogue, the college program is housed in an Administration Building,, Fine Arts Building, Student Center Building, Science Building, Business Administration Building and three temporary classroom buildings. The college has recently acquired fifteen additional acres of property containing large brick buildings suitable for housing educational programs. Plans have been formulated to convert these buildings for college use by the spring quarter of 1960. These facilities are included in the description to follow in order that a complete view of the instructional and service facilities which will be in existence by March, 1960, can be given.

### LIBRARY

The Library is an air-conditioned facility housing over 6000 volumes with a potential capacity of 30,000 volumes. It has a seating capacity of over two hundred. Included in its facilities are an audio-visual room, record and film storage, listening booths and microfilm reading rooms. Also located in the Library is a memorial archives room to house valuable papers and documents donated to or purchased by the College.

Every effort is made to make available to students and faculty a variety of materials selected for enrichment of instruction, usefulness for research, and fitness for recreational reading.

### ADMINISTRATIVE OFFICES

The offices of the President, Dean, Assistant Dean, Registrar. and Comptroller are located in the Administrative Building. Also housed in this building are conference rooms, record vaults and an office machines workroom for use by the faculty and staff.

### LABORATORIES

All of the college laboratories are of new construction and contain new equipment. There are two biology laboratories, two chemistry laboratories, one physics laboratory, a language laboratory and an engineering drawing facility. These fully equipped laboratories facilitate the offering of a high level of course work to prepare students for advanced courses in medicine, nursing, engineering and languages.

### CLASSROOMS

The college has twenty-six classrooms to accommodate both the day and evening programs. Seventeen of the classrooms are located in newly constructed facilities, and are designed to accommodate a maximum of thirty to thirty-five students each.

### STUDENT CENTER

The new student center facility contains a food service area, the college bookstore, a game room, faculty lounge, student lounge and three rooms for student group meetings.

### BOOK STORE

The college operates a book store for the students' convenience. During registration periods when book sales are at a high peak, a self service area is opened for a more rapid dispensing of text books and supplies. At other times during the school year the book store handles the normal college supplies and sundries.

### GYMNASIUM

The physical education facility contains a basketball court of official college dimensions. The gymnasium seats 980 spectators. Included in the total facility are a physical education classroom, a gymnasium for men, an adapted physical education room for women, lockers, showers, dressing rooms and a visiting team locker room as well as office space for physical education instructors.

### OUTDOOR RECREATION AREAS

The five acre grass area free from obstructions is used as a recreational facility. The college has a paved outdoor tennis court.

An athletic field will be developed in the near future as a facility to be used for a full intramural program.

### FINE ARTS

The Fine Arts Building contains studios, classrooms and recital areas for the music and art programs of the college.

### AUDITORIUM

The auditorium has a seating capacity of 1,000. It is fully equipped for stage productions and concerts.

### PARKING FACILITIES

Since many students commute from neighboring communities, ample parking areas have been provided. The main parking area is a paved five acre tract with spaces for approximately 450 cars. Auxiliary areas will care for an additional 250 cars.

### STUDENT SERVICES

The school maintains a clinic for emergency situations. First aid is administered until an injured person can be moved to one of the local hospitals.

The guidance center houses the offices of the Dean of Students and other personnel in the area of student activities, organizations, and guidance and testing.

## STUDENT ORGANIZATIONS AND ACTIVITIES

In all student activities the students are encouraged to assume responsibility and are given opportunities for leadership experiences. Faculty members serve as advisors to guide these student experiences.

## ATHLETICS

Augusta College supports basketball, tennis, and golf teams. A school-wide tennis tournament is played on the campus court each spring. With the new gymnasium and athletic field facilities to be completed for use in 1960, a broader program will be offered.

## DEPARTMENT CLUBS

**Student NEA** is the collegiate-level Future Teachers of America organization. This group is affiliated with the National Education Association.

**Thespians** is an organization for those interested in dramatics.

**Science Club** is composed of majors in science fields.

**Business Club** is for those interested in business and commercial pursuits.

## FINE ARTS

Recitals by piano and voice students are given on the campus.

Choral groups give concerts at functions both on campus and in the community.

Art exhibits in which student work is displayed are presented in the Fine Arts Building periodically.

## STUDENT COUNCIL

Each fall the Student Council is elected from and by the student body. The Council consists of representatives from the freshman and sophomore classes plus the officers of these classes. The Council is a student regulatory body and serves as an advisory body to the college administration.

## SCHOLASTIC HONOR GROUPS

**Phi Theta Kappa**, Beta Xi Chapter, national junior college scholastic society, was chartered on the campus in June, 1942.

The **Dean's List** is compiled quarterly. Students who have attained a grade of 85 in each credit course taken are placed on the Dean's List. Only students who are taking a full load of course work are eligible for this honor.

## HONORS AND AWARDS DAY

During the latter part of the spring quarter, an annual Honors and Awards Day program is held. At this time three groups of students are given recognition: those meriting scholarship honors for having made superior grades; those exhibiting constructive leadership in the advancement of the college, or who have rendered unselfish service in an outstanding manner during their years in college; and those earning awards for participation in college athletics during the year.

**The following individual awards are made in addition to the above college awards:**

**Battey Oratorical Medal**—A Gold Medal is awarded at each commencement to the student who writes and delivers the best oration in the field of Southern History or Literature. This medal is offered through the United Daughters of the Confederacy.

**Mullarky Medal**—This medal is awarded each year to the student who prepares and delivers the best oration on The Constitution of the United States.

**McCrary Science Award**—This is a cash award offered by Mrs. Ruby McCrary through the Augusta Chapter of the Daughters of the American Revolution.

**Mathematics Award**—Through this award the Mathematics Department honors its freshman student who makes the most progress.

## PUBLICATIONS

**The Bellringer,** the college newspaper, is published by a student staff. Opportunities for working on the paper are available to each student. The staff is selected on the basis of applications.

**White Columns,** the college annual, is also a student publication. Its staff is also selected on the basis of applications.

## RELIGIOUS ASSOCIATIONS

Since the college is a non-dormitory type institution, most religious activities by students are carried on in their home churches. InterVarsity is an interdenominational collegiate group on this campus.

## SERVICE SOCIETIES

**Circle K** received its charter in May, 1958. This is a national service organization for men sponsored by the Kiwanis Club of Augusta.

**The Pep Club** was organized to assist the athletic program of the college. This group provides cheer leaders and has as its principal task the building of school spirit.

## SOCIAL ACTIVITIES

All organizations sponsor certain social events for their membership; however, many events are school-wide in nature. These are generally sponsored by the Student Council. Annual events are: Christmas Belle Ball, Bermuda Ball, King of Hearts Ball and the Graduation Ball.

## ALUMNI ASSOCIATION

The Augusta College Alumni Society serves as a supporting agency of the college. It is developing a foundation program to support certain worthy projects for the development of the college and the betterment of its instructional program. The Alumni Society plays host to each graduating class at an annual banquet.



# EXPENSES AND BUSINESS REGULATIONS

## GENERAL BUSINESS REGULATIONS

The college year of nine months is divided into three quarters of approximately three months each. Expenses are charged and payable by the quarter since each quarter constitutes a separate unit of operation. A student may enroll at the beginning of any quarter.

To insure sound financial operation and conformity with the policies of the Board of Regents certain regulations must be observed.

All payments should be made to the Comptroller's Office located in the Administration Building. Fees and charges may be paid in cash or by check in the amount of the student's bill. If a check given for a student's bill is not paid on presentation to the bank on which it is drawn, the student's registration will be cancelled and the student may re-register only on payment of a $5.00 service charge for late registration.

Registration at the beginning of each quarter is not complete until all general fees have been paid and no student may be admitted to classes without having met his financial obligations.

Fees and charges are subject to change at the end of any quarter.

# SCHEDULE OF FEES

## APPLICATION DEPOSIT

A deposit of $15.00 must accompany a new student's application for admission. This deposit will be applied against his charges when the student registers.

If the student is denied admission, the deposit is refunded. If the student is accepted but does not register, the deposit is forfeited—unless the applicant makes a written request for refund 20 days prior to the date of anticipated registration.

## MATRICULATION FEE .

The Matriculation Fee for students registering for the normal load of 15 hours is $30.00. Special students (those carrying less than 12 credit hours in a quarter) will pay at the rate of $25.00 for 6 to 11 quarter hours, or $12.50 for 1 to 5 quarter hours of course work per quarter.

## OUT-OF-STATE TUITION

Non-residents of Georgia must pay a fee of $50.00 per quarter in addition to all regular fees. Special students (those carrying less than 12 credit hours in a quarter) who are not legal residents of the State of Georgia will pay at the rate of $40.00 for 6 to 11 quarter hours, or $20.00 for 1 to 5 quarter hours of course work per quarter.

To be considered a legal resident of Georgia, a student must present evidence as follows:

1. If under 21 years of age, that the supporting parent (or guardian) has been a bona fide resident of the State of Georgia for at least one year immediately preceding the registration date.

In the event that a legal resident of Georgia is appointed as the guardian of a non-resident minor, such minor does not become a resident until the expiration of one year from the date of appointment, and then only upon proper showing that such appointment was not made to avoid the non-resident fee.

2. If over 21 years of age, that bona fide residence in the State of Georgia has been established for at least one year immediately preceding registration.

## STUDENT SERVICES FEE

Each student will be charged, a Student Services Fee of $10.00 per quarter. This fee is incorporated in the charges given below and is used to defray expenses of such student activities as the college newspaper, the annual, lecture series, athletics, awards, social events, first-aid clinic, and other such college-wide activities and services.

## LATE REGISTRATION

Students who do not register at the time designated will be charged a Late Registration Fee of $3.00 for the first day after registration, plus $1.00 for each additional day up to a maximum of $5.00. Students who do not pay their fees within the time designated will also be charged the Late Registration Fee.

## SPECIAL EXAMINATION FEE

A special fee of $1.00 will be charged for any subject examination given at other than the regular scheduled time, provided that the instructor permits the student to take a make-up examination.

## GRADUATION FEE

A fee of $5.00 will be charged graduates for a diploma and rental of cap and gown. This is payable at the time the student applies for graduation (at the beginning of the quarter prior to anticipated graduation).

## TRANSCRIPT FEE

A student who has discharged all financial obligations to the college is entitled to receive on request and without charge one transcript of his full academic record. A charge of $1.00 will be made for each additional full transcript. Any supplementary transcript issued will carry a 50-cent service charge.

## CHANGE OF SCHEDULE FEE

A fee of $1.00 is charged for the changing of a student's schedule after the registration period. No charge is made if the change is initiated by the college.

## MUSIC FEES

Private instruction in piano, organ, or voice, two one-half hour lessons each week, per quarter, $35.00.

## SUMMARY OF FEES

**General Fees (per quarter)**

| | Residents of Ga. | Non-Residents |
|---|---|---|
| Students registering for 12 or more hours per quarter | $40.00 | $90.00 |
| Students registering for 6-11 hours per quarter | 35.00 | 75.00 |
| Students registering for 1-5 hours per quarter | 22.50 | 42.50 |

**Privilege Fees**

| | |
|---|---|
| Late Registration—Maximum | $ 5.00 |
| Special Examinations | 1.00 |
| Graduation | 5.00 |
| Transcript, first one free, each additional | 1.00 |
| Change of Schedule | 1.00 |

## REFUNDS

**Withdrawal From College.** No refunds can be made except at the end of a quarter and then only upon written request for a refund.

Students who formally withdraw from college with a clear record within the time specified after the scheduled registration date may receive refunds as indicated:

| Time of Withdrawal | Percent Refunded |
|---|---|
| Not more than 1 week | 80% |
| Not more than 2 weeks | 60% |
| Not more than 3 weeks | 40% |
| Not more than 4 weeks | 20% |
| More than 4 weeks | None |

**Reduction in Course Load.** If a course is dropped by the college from the quarter's schedule, students affected will be due a refund computed as below.

If a student drops part of the course load for which he registered, a refund on the difference between total fees paid and charges on the amount of course work remaining will be made at the end of the quarter. The Change of Schedule charge will be made in these cases. The above schedule of percentages of refunds will apply.

## STUDENT FINANCIAL ASSISTANCE

Individuals and groups in the Augusta area who are interested in aiding worthy high school graduates to attend Augusta College have established a considerable number of scholarships, grants, and loan funds. In all cases the amount will cover matriculation fees; in some cases the amount will provide financial assistance beyond the matriculation fees.

These awards are made on the basis of character, need, and promise of success in college work. Applicants should contact the Dean of Students for further information.

### SCHOLARSHIPS AND GRANTS

**Walker-Ford Scholarship.** Sponsored by the Walker-Ford Motor Company of Augusta. Awarded to pre-engineering student.

**Masonic-Webb Lodge Scholarships.** Sponsored by Webb Lodge, No. 166, Free & Accepted Masons.

**Charles Augustus McCrary Memorial Scholarship.** Sponsored by Mrs. Ruby McCrary.

**Angela Mabry Memorial Scholarship.** Sponsored by Mrs. Ruby McCrary.

**Civitan Club Scholarship.** Sponsored by the Augusta Civitan Club.

**Augusta Woman's Club Teaching Scholarship.** Sponsored by the Augusta Woman's Club. Awarded to student who plans to enter teaching.

**National Secretaries Association Scholarship.** Sponsored by Fairways Chapter in Augusta. Awarded to student training to become a secretary.

**Alcanda B. Tarver Scholarship.** Sponsored by the Richmond County Elementary Teachers Club. Awarded to student interested in entering the teaching profession.

**Junior Chamber of Commerce Scholarships.** Sponsored by the Augusta Jaycees.

**George P. Butler Memorial Scholarship.** Sponsored by Mrs. George B. Henderson. Awarded to a graduate of the Academy of Richmond County.

**Scottish Rite Bodies Scholarships.** Sponsored by the Shrine Club of Augusta.

**Downtown Kiwanis Club Scholarship.** Sponsored by the Augusta Kiwanis Club.

**Teen Town Scholarship.** Sponsored by Augusta Teen Town. Awarded to an active Teen Town participant.

**Gilbert M. Maxwell Trust Fund Scholarships.** Sponsored by the Maxwell Trust Fund.

**Uptown Kiwanis Club Scholarships.** Sponsored by the Uptown Kiwanis Club of Augusta. Two scholarships are designated for freshmen students, two for sophomores.

**American Business Women's Association Scholarship.** Sponsored by the Augusta Chapter of the American Business Women's Association to a deserving woman student.

**Augusta Council of Church Women Scholarship.** Sponsored by the Augusta Council of Church Women and awarded to a student studying in the field of religious education.

**Phi Theta Kappa Scholarship.** The Augusta College Chapter of this honor society sponsors a scholarship to be awarded to a sophomore at Augusta College who was in attendance during his freshman year.

**Augusta Quarterback Club Scholarships.** These scholarships are awarded to high school graduates in Richmond County.

**Sertoma Club Scholarship.** The Augusta chapter of the Sertoma Club sponsors this scholarship.

**Veterans of Foreign Wars Scholarship.** Post 3200 sponsors this award to a deserving student.

**Augusta Quota Club Scholarship.** Sponsored by the Augusta Quota Club.

**Augusta Exchange Club Scholarship.** The Augusta Exchange Club sponsors this scholarship.

**Augusta Credit Unions Scholarship.** The association of local credit unions sponsors this scholarship to Augusta College.

**Forest Hills Lions Club Scholarship.** Sponsored by the Forest Hills Lions Club and awarded to a deserving student in Augusta College.

**C. S. Huestis Scholarship.** Sponsored by Mr. C. S. Huestis, Continental Can Company.

## LOCAL LOAN FUNDS

Financial assistance may be obtained through an educational loan which carries a nominal interest rate. The following local funds make loans to students for attendance at Augusta College and other schools:

**Lawton B. Evans Loan Fund.** Sponsored by the Augusta Rotary Club.

**Augusta Free School Board.** Sponsored by Augusta Free School Board Trustees.

**J. B. White Foundation.** Sponsored by the J. B. White Foundation Trustees.

## WORK ASSISTANTSHIPS

**YMCA Work Scholarships.** The Augusta Kiwanis and Optimist Clubs are cooperating with the Augusta YMCA Board of Directors in offering several scholarships to Augusta College students who assist in the YMCA program.

**Richmond County Athletic Association Assistantships.** Tuition assistance is given men students at Augusta College who assist with the coaching of elementary school athletics in Richmond County.

**Augusta College Work Assistantships.** The college has need for student workers in offices, library, and laboratories. The expenses of attending college usually can be defrayed in this manner.

## SENIOR COLLEGE SCHOLARSHIPS

The college is given the privilege of nominating outstanding students to scholarships in a number of the best colleges and universities. Inquiries should be made to the Dean of Students.




# ACADEMIC REGULATIONS

## ADMISSION POLICIES

Application for admission forms will be provided by the Director of Admissions on request. Completion of all application forms and of all requirements contained therein is required of each applicant before his application for admission can be considered. No application for admission will be considered if it is received later than twenty (20) days prior to the registration date for the quarter for which application for admission has been made. Augusta College reserves the right to terminate receipt of application forms when enrollment limits are reached.

### Scholastic and Personal Requirements

**I. Age Limitations**
The applicant must be at least 16 years of age as of the date of his initial enrollment. All applicants twenty-one (21) years or older must check with the Registrar about additional requirements.

**II. The College Entrance Examination Board's Scholastic Aptitude Test**
The College Entrance Examination Board's Scholastic Aptitude Test is required of all applicants for admission. The results of the test must be filed with the Director of Admissions no later than the last date set forth for the receipt of applications for admission for each quarter. Augusta College reserves the right to designate minimum requirements in determining eligibility for admission. The high school principal or counselor will supply the necessary information for making application to take the CEEB examination, or the applicant may write directly to the College Entrance Examination Board, P. O. Box 592, Princeton, New Jersey.

An applicant must have a predicted grade point average (as determined by the CEEB Scholastic Aptitude Test scores, high school average, and other pertinent statistical data derived from studies of previous classes) which indicates that the applicant has the potential to pursue effectively the educational program of the institution.

**III. High School Units Required for Admission**

High School academic records should include the units specified below which constitute minimum requirements for admission:

| | |
|---|---|
| English | 3 units |
| Mathematics (1 unit in Algebra) | 2 units |
| Science | 1 unit |
| Social Science (1 unit in American History) | 3 units |
| Electives (units that are acceptable by an accredited high school toward its diploma and which will meet the standards of accrediting agencies) | 6 units |

Students pursuing medical arts curricula must present for admission one (1) additional science unit. Students entering the pre-engineering curriculum must present one (1) unit in plane geometry, one (1) additional unit in algebra, and one (1) additional unit in science. Those who plan to work toward the B. S. degree should present one (1) additional unit in science and one (1) unit in plane geometry.

The College may allow a slight deviation from the above distribution of units, if a student's high school record and CEEB score indicate superior scholastic aptitude.

The College reserves the right to reject credits from any high school or any other institution notwithstanding its accredited status, where the College determines either from investigation or otherwise, that the quality of instruction available at such high school or institution is for any reason deficient or unsatisfactory.

**IV. Transfer Students**

Transfer students must qualify in every respect and comply with every admission requirement as set forth for entering freshmen. In addition they must present evidence of honorable discharge from the college last attended. In the case of dishonorable discharge due to poor scholarship, at least one quarter must have elapsed. In the case of dishonorable discharge due to other reasons, the condition for readmission imposed by the dismissing institution will in general be honored. Grades of "D" or 60-70 are not transferable to Augusta College.

The College reserves the right to deny admission to any student transferring to Augusta College when, in the opinion of the Director of Admissions, the academic standards or the admission procedures of the institution(s) previously attended are not equivalent or comparable to those existing at this institution.

**V. Certificates of Residence and Certificates of Non-Residence**

By action of the Board of Regents in April, 1953, and in May, 1956, all units of the University System of the State of Georgia require applicants for admission to submit certificates as follows:

A. Any resident of Georgia applying for admission to an institution of the University System of Georgia shall be required to submit certifications

from two citizens of Georgia, alumni of the institution that he desires to attend, on prescribed forms, which shall certify that each of such alumni is personally acquainted with the applicant, that he is of good moral character, bears a good reputation in the community in which he resides, and in the opinion of such alumnus, is a fit and suitable person for admission to the institution and able to pursue successfully the courses of study offered by the institution he desires to attend.

Provided, however, that any applicant who seeks admission to an institution with an enrollment of less than 1,000 students and who lives in a county in which no alumnus of the institution he wishes to attend resides, may furnish a certificate from the Judge of Superior Court of his circuit in lieu of the certificate from alumni. In such a case the certificate of the Judge of the Superior Court shall set forth the same facts that the alumni certificate must contain in other cases.

Each such applicant shall also submit a certificate from the Ordinary or Clerk of the Superior Court of the county in which the applicant resides that such applicant is a bona fide resident of such county, is of good moral character and bears a good reputation in the community in which he resides.

However, any applicant who lives in a county having a population of 100,000 or more, may submit in lieu of the certificate from the Ordinary or Clerk of the Superior Court a certificate, on a prescribed form, from a third alumnus of the institution that applicant desires to attend. This third alumnus shall be one of those on a list of alumni designated by the president of the alumni association of the institution to assist the institution in its efforts to select students of character, aptitude, and ability and to obtain corroborating evidence regarding the place of residence of such students. The certificate of the third alumnus in counties with a population of 100,000 or more shall set forth the facts required in the certificate from the Ordinary or Clerk of the Superior Court.

B. Any non-resident of the state applying for admission to an institution of the University System of Georgia shall submit a similar certificate from two alumni of the institution that he desires to attend, or from two reputable citizens of the community in which the applicant resides.

Every such applicant shall also submit a certificate from a judge of a court of record of the county, parish or other political subdivision and a person of good moral character bearing a good reputation in the community in which he resides.

C. There is reserved to every institution of the University System of Georgia the right to require any applicant for admission to take appropriate intelligence and aptitude tests in order that the institution may have information bearing on the applicant's ability to pursue successfully courses of study for which the applicant wishes to enroll and the right to reject any applicant who fails to satisfactorily meet such tests.

D. There is reserved to every institution of the University System of Georgia the right to determine the sufficiency of any certificate required by this resolution; the right to determine whether any applicant has met the requirements for admission as set forth by this resolution, or otherwise, and is a fit and suitable person for admission to such institution. There is also reserved the right to reject the application of any person who has not been a bona fide resident of Georgia for more than twelve months.

E. If it shall appear to the president or other proper authority of any institution of the University System of Georgia that the educational needs of any applicant for admission to that institution can best be met at some other institution of the University System, he may refer the application to such other institution.

F. This resolution shall become effective immediately and catalogues of all institutions of the University System shall carry these requirements. Catalogues already printed shall carry inserts or addenda showing these requirements. The foregoing requirements shall apply to all applicants who have applied for admission to any institution of the University System of Georgia, but have not actually been enrolled and admitted, and to all applicants who hereafter make application for admission to any such institution.

G. All alumni, Ordinaries and Clerks of the Superior Courts, called upon or requested to execute certificates on behalf of the applicants for admission to any institution under any paragraph as herein before provided, shall, with respect to certifications as to good moral character, reputation, fitness, and suitability for admission to the institution, and ability to pursue successfully the courses of study therein, be guided and controlled by the following standards:

1. Age of applicant.
2. Past educational record, academic achievements, and overall scholastic ability of the applicant.
3. Temperament, demeanor and attitude of the applicant.
4. Any past criminal record of the applicant or other disciplinary problems.
5. Sobriety.
6. Marital status, and all other similar obligations.
7. Financial ability of the applicant to successfully defray all school and living expenses.
8. Physical and mental fitness—any nervous or other physical defects or disorders.
9. Any military service record of the applicant.
10. The general reputation of the applicant in the community in which he or she resides, as the same may be known to such alumnus, Ordinary or Clerk or as may be made known by recommendations or testimonials from persons known to such alumnus, Ordinary or Clerk to be reliable.

**VI. Application Deposit**

The Board of Regents requires that students applying for admission to a junior college of the University System of Georgia must send a $15.00 deposit with the application. This deposit is applied toward the student's matriculation fee for the first quarter, and is not transferable to another student or to another college or university. The fee is refundable only if the applicant is not accepted for admission, or the applicant withdraws his application 20 days prior to the registration date of the quarter for which application for admission has been made. This deposit does not bind the College to admit the applicant nor does it indicate acceptance of the applicant's qualifications.

**VII. Physical Examination**

Each applicant for admission must file a physical examination report completed by his physician on a form provided by the College. In addition to this examination the College will direct the applicant to report at a scheduled time for a chest x-ray and a serological examination.

**VIII. Institutional Achievement Tests**

Each applicant will be directed to appear for institutional testing at the College on dates determined by the Director of Admissions. The tests given will be standardized achievement tests.

**IX. The Personal Interview**

The Director of Admissions will notify each applicant when to report to the College for a personal interview. Each interviewee must give evidence of sturdiness of character, promise of growth, seriousness of purpose, and a sense of social responsibility. The College reserves the right, in every case, to reject any applicant whose general records and attitude do not prognosticate success in the college environment notwithstanding the completion of other requirements. The College reserves the right to test further any applicant extensively by the use of psychological, achievement, and aptitude tests.

**X. Notice of Acceptance or Rejection of the Application**

Acceptance or rejection of each and every application will be determined by the Director of Admissions, subject to the right of appeal as provided in the by-laws of the Board of Regents of the University System. The Admissions Committee shall review any application directed to them by the Director of Admissions for total study and subsequent recommendation to the Director of Admissions. The Director of Admissions will notify each applicant of the acceptance or rejection of his application for admission.

## VETERANS

Veterans and children of persons who died of a disease or injury incurred or aggravated in the line of duty in the active service of the armed forces during World War I, World War II or the Korean conflict when applying for admission should submit proper credentials secured in advance from the Veterans Administration.

Each veteran should make provisions for adequate financial backing for one full quarter since payments from the VA are sometimes delayed.

## UNIT OF CREDIT

The college is organized on the quarter system. Each of the three quarters in the regular session extends over a period of approximately 12 weeks

The quarter hour is the unit of credit in any course. It represents a recitation period of one fifty minute period a week for a quarter. A course meeting five periods a week would thus give credit for 5 quarter hours when completed satisfactorily. For credit purposes, two laboratory or activity periods are counted as the equivalent of one recitation class period.

## STUDENT LOAD

Students may take courses scheduled in the day, evening. or a combination. A full-time student taking day classes exclusively should take 15 quarter hours of credit work as a normal load. Such a student must have the Dean's permission to take an overload or an underload. A student may take an overload up to a maximum of 20 quarter hours if he has a quality point average of 3.5 for the preceding quarter.

A student who is taking a combination of day and evening course work is subject to the above regulations.

A student who is taking courses scheduled in the evening exclusively is limited to 10 quarter hours maximum and no minimum.

**CLASSIFICATION AS SOPHOMORE**

A student will be classified as a sophomore when he has completed successfuly at least 40 quarter hours of credit work.

**COURSE CHANGES**

Courses may be dropped and (or) added only upon the approval of the student's faculty advisor. Course changes are not to be made at the whim of the student. In the case of course changes, the student must initiate a "Change of Schedule" form which can be secured from the Registrar's office.

The last day for late registration, as given in the College Calendar, shall be the last day a student may enroll in a class.

**CLASS ATTENDANCE**

Regular and punctual attendance is expected of students in all classes. Attendance is counted from the first class meeting each term.

Students must report to the office of the Dean of Students after their third absence. Any number of absences beyond three will be construed as "excessive" regardless of cause. Any student having one or more "excessive" absences from a class shall be subject to being dropped from the roll of that class. Three tardies shall be counted as one absence.

**GRADING SYSTEM**

Grades are recorded as a numerical value according to the scale given below:

| Num. Value | Letter Equiv. | Definition | Quality Points |
|---|---|---|---|
| 100 | (A) | Superior | 5.0 |
| 90-99 | (A) | Excellent | 4.0-4.9 |
| 80-89 | (B) | Above Average | 3.0-3.9 |
| 70-79 | (C) | Average | 2.0-2.9 |
| 60-69 | (D) | Lowest Passing Grade | 1.0-1.9 |
| Below 60 | (F) | Failure | 0 |
| I | | Incomplete | 0 |
| WF | | Withdrawal, Failing | 0 |
| WP | | Withdrawal, Passing | 0 |

The maximum time for completing course work to remove an "I" is one quarter. In the event of extenuating circumstances, extensions of time may be granted by the Dean, but in no case shall the time extend beyond one year from the date of registration of the course involved.

If a student drops a course after the period allowed for course changes or withdrawal from the college, the instructors will enter either "WF" or "WP" on the student's record. These courses are considered in computing quality point averages since they represent a part of the total academic load for which the student enrolled.

## QUALITY POINT AVERAGES

Quality point values are assigned to each grade bracket as designated above. To obtain a student's academic standing, the total number of quality points earned is divided by the total number of quarter hours attempted.

When courses in which the student has made a grade below 70 (D or F) are repeated, the last earned grade is the official grade, and hours attempted and earned are computed only once.

## SCHOLARSHIP STANDARDS

The following minimum scholarship standards for remaining in college have been adopted for the University System and are therefore a part of the regulations of Augusta College:

**For those taking 12 or more quarter hours of course work a quarter**

1. A student who earns credit for less than five hours during a quarter is not eligible to register for the following quarter. (Does not apply to first quarter freshmen.)
2. A student who earns credit for less than ten hours in a quarter is placed on scholastic probation. Probation will continue until the student passes a normal load of fifteen hours during one quarter.
3. A student on probation must pass ten hours in one quarter or be dismissed. At least five quarter hours must carry a grade of at least 70 (C).
4. A student on scholastic probation for three consecutive quarters will be dismissed.
5. A student dismissed for defective scholarship may re-register after an absence of one quarter.
6. A student whose quality point average falls below 1.0 in any college year is not eligible to register for the following fall quarter unless he makes up his deficiency in summer school. Deficiency will be considered made up if the quality point average is 1.0 or better over the combined record of the college year and the summer school.
7. A student who is deficient at the end of the spring quarter is permitted to enroll for the summer quarter to make up his deficiency. If deficiency is not made up during the summer quarter, the student is not eligible to register for the fall quarter.
8. A student who is ineligible to register at the institution he has been attending is ineligible to register at Augusta College until the conditions for eligibility have been satisfied.

**For those taking less than 12 hours of course work in a quarter**

1. A unit of 15 quarter hours of course work is considered a base unit in applying the scholarship standards to follow. The student's course work will be analyzed at the end of the academic quarter in which or during which he has enrolled for his fifteenth quarter hour of work, and all quarter hours taken in the academic quarter in which the fifteenth hour of work falls will be utilized in the computation for the application of the standards.

2. A student who earns credit for less than five hours during a 15 hour unit is not eligible to register for the following academic quarter. (Does not apply to freshmen who have not completed their first 15 hour unit.)
3. A student who earns credit for less than ten hours in a 15 hour unit is placed on scholastic probation. Probation will continue until the student passes all course work taken in a 15 hour unit.
4. A student on probation must pass ten hours in a 15 hour unit or be dismissed. At least five quarter hours must carry a grade of at least 70 (C).
5. A student on scholastic probation for three consecutive 15 hour units will be dismissed.
6. A student dismissed for defective scholarship may re-register after an absence of one academic quarter, except when the student is dismissed because of being on scholastic probation for three consecutive 15 hour units, in which case the student is ineligible to re-register until one calendar year has elapsed from the date of dismissal.
7. A student who is ineligible to register at the institution he has been attending is ineligible to register at Augusta College until the conditions for eligibility have been satisfied.

## DISCIPLINE

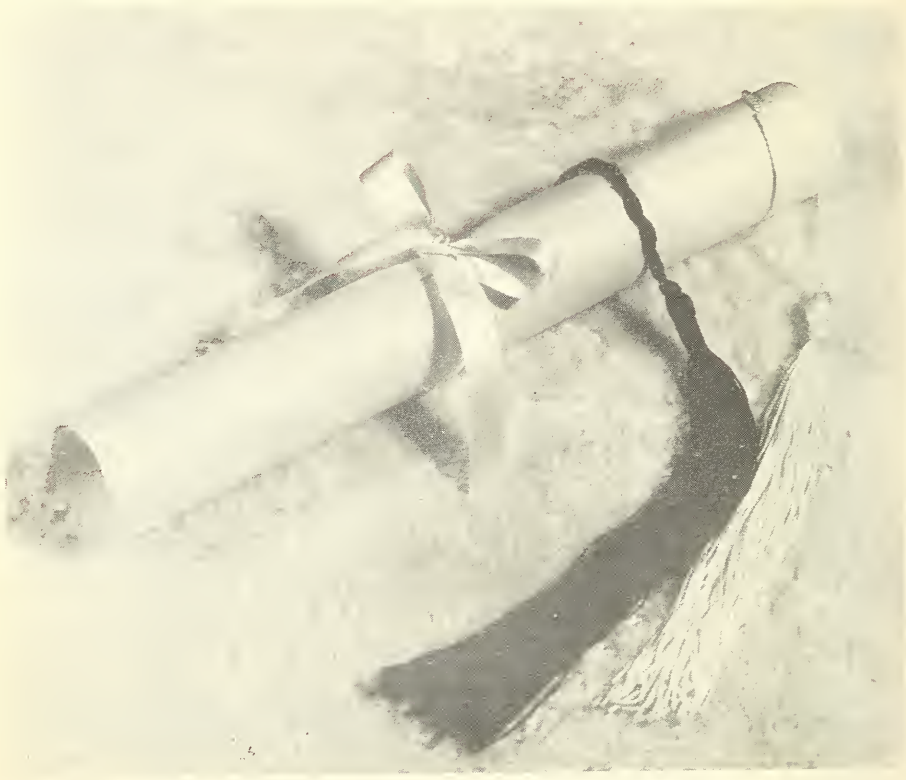
It is assumed that a young man or young woman who applies for admission to Augusta College comes with a seriousness of purpose and that he expects to conform loyally and fully to the program of the college. There is no place for disorder of any kind, nor for loafing, in the program of this school.

Disorder or other offensive conduct in the buildings or on the premises of the school will subject the student to suspension. Behavior and dress are regulated by good taste and decorum as established and condoned by evident community standards.

## GRADUATION REQUIREMENTS

To qualify for graduation from Augusta College the candidate must satisfy the following conditions:

1. Complete a minimum of ninety (90) quarter hours of college work with a quality point average of 2.0 or "C" both over the entire college record and overall work taken at Augusta College.
2. Complete at least 40 quarter hours of credit at Augusta College, 30 hours of which must be earned in residence after the student has been classified as a sophomore. (A student will be classified as a sophomore upon completion of 40 quarter hours of work.)
3. Fulfill all course requirements of a prescribed curriculum.
4. Present to the Registrar a written application for graduation at the beginning of the final quarter before graduation.



# ACADEMIC PROGRAMS

Since colleges vary considerably in their entrance requirements and their numerous curricula, even within the same institution, it is of utmost importance that high school preparation and junior college courses shall be so chosen as to lead directly into the advanced work of the desired curriculum of the higher institution to be entered.

Students are assigned Faculty Advisors to guide them in planning their academic programs.

## BASIC CURRICULA

Unless a student is pursuing a program of studies provided for by the pre-professional curricula on the following pages, he will follow either the Associate in Arts or the Associate in Science program. These programs are designed to provide a breadth of academic background as preparation to enter senior division colleges.

## ASSOCIATE IN ARTS PROGRAM

For those who are studying for the A. B. Degree—majors in Liberal and Fine Arts areas. Recommended for those planning to enter Law School.

| Freshman Year | | Credit Hours |
|---|---|---|
| English 101-102 | College Composition | 10 |
| History 101 | American History | 5 |
| Political Science 101 | American Government | 5 |
| Language | French, Spanish or German | 10-15 |
| Biology 101-102 | General Biology | 10 |
| Mathematics 101 | College Algebra | 5 |
| | | 45-50 |

| Sophomore Year | | Credit Hours |
|---|---|---|
| English 221-222 | European Literature | 10 |
| Fine Arts 101 | Fine Arts Appreciation | 5 |
| Physics 101 or | Physics Survey or | |
| Physical Science 101 | Physical Science Survey | 5 |
| Language | Language as required | 0-5 |
| Speech 101 | Fundamentals of Speech | 5 |
| Philosophy 101 | Introduction to Philosophy | 5 |
| Electives | Select one of the following areas: Art, Journalism, Social Science, Music | 10 |
| | | 45 |

## ASSOCIATE IN SCIENCE PROGRAM

For those who are studying for the B. S. Degree—majors in the Natural, Physical and Applied Sciences.

| Freshman Year | | Credit Hours |
|---|---|---|
| English 101-102 | College Composition | 10 |
| History 101 | American History | 5 |
| Language | French, Spanish, or German | 10-15 |
| Biology 101-102 | General Biology | 10 |
| Mathematics 101 | College Algebra | 5 |
| Mathematics 102 | College Trigonometry | 5 |
| | | 45-50 |

| Sophomore Year | | Credit Hours |
|---|---|---|
| English 221-222 | European Literature | 10 |
| Political Science 101 | American Government | 5 |
| Language | Language as required | 0-5 |
| Electives | Geography, Philosophy, Psychology, Sociology | 5-10 |
| Science Options | 10 hour sequence from: Physical Science 101 and either Geography 121 or Chemistry 101 and 10 hour sequence from: Zoology 201-202 or Chemistry 101-102-103 or Physics 201-202 or Geology 201-202 | 20 |
| | | 45 |

## PRE-PROFESSIONAL CURRICULA

### PRE-BUSINESS ADMINISTRATION PROGRAM

| Freshman Year | | Credit Hours |
|---|---|---|
| English 101-102 | College Composition | 10 |
| Biology 101-102 | General Biology | 10 |
| Economics 101-102 | Principles and Problems in Economics | 10 |
| Mathematics 101 or | College Algebra or | |
| Mathematics 102 | Plane Trigonoemtry | 5 |
| Political Science 101 | American Government | 5 |
| Elective | Geography 101, Geography 111, History 111, Philosophy 101, Psychology 101, Sociology 101, Sociology 121, Bus. Adm. | 5 |
| | | 45 |

| Sophomore Year | | Credit Hours |
|---|---|---|
| English 221-222 | European Literature | 10 |
| Bus. Adm. 111-112 | Principles of Accounting | 10 |
| Bus. Adm. 201 | Business Correspondence and Reports | 5 |
| Bus. Adm. 202 | Principles of Organization and Management | 5 |
| Economics 201 | Economic Development of the United States | 5 |
| History 201 or 202 | European History | 5 |
| Elective | Geography 101, Geography 111, History 111, Philosophy 101, Psychology 101, Sociology 101, Sociology 121, Bus. Adm. 231 | 5 |
| | | 45 |

## PRE-ENGINEERING PROGRAM

| Freshman Year | | Credit Hours |
|---|---|---|
| English 101-102 | College Composition | 10 |
| Chemistry 101-102 | Inorganic Chemistry | 10 |
| Chemistry 103 | Qualitative Analysis | 5 |
| Mathematics 101 | College Algebra | 5 |
| Mathematics 103 | Trigonometry (Engineering) | 5 |
| Mathematics 104 | Analytic Geometry and Calculus | 5 |
| Language, or History 101, or Political Science 101 | French, Spanish or German, or American History or American Government | 5 |
| Drawing 101-102 | Engineering Drawing | 4 |
| Drawing 104 | Applied Descriptive Geometry | 2 |
| | | 51 |

| Sophomore Year | | Credit Hours |
|---|---|---|
| English 221-222 | European Literature | 10 |
| Physics 211-212-213 | Physics | 18 |
| Mathematics 201-202-203 | Calculus | 15 |
| Language, or History 101, or Political Science 101 | French, Spanish or German, or American History, or American Government | 5 |
| | | 48 |

Majors in Electrical Engineering, Industrial Engineering, Industrial Management or Physics should take Economics 101-102 in addition to the above program.

## PRE-MEDICAL PROGRAM

| Freshman Year | | Credit Hours |
|---|---|---|
| English 101-102 | College Composition | 10 |
| Political Science 101 | American Government | 5 |
| Mathematics 101 | College Algebra | 5 |
| Mathematics 102 | Trigonometry | 5 |
| Biology 111-112 | Anatomy and Physiology | 10 |
| Language | French 101-102 or French 201-202 or German 101-102 or German 201-202 | 10 |
| | | 45 |

| Sophomore Year | | Credit Hours |
|---|---|---|
| English 211-222 | European Literature | 10 |
| Physics 201-202 | Physics | 10 |
| Chemistry 101-102 | Inorganic Chemistry | 10 |
| Chemistry 103 | Qualitative Analysis | 5 |
| Biology 201-202 | Zoology | 10 |
| Psychology 101 | Introduction to Psychology | 5 |
| | | 50 |

## PRE-MEDICAL TECHNOLOGY PROGRAM

| Freshman Year | | Credit Hours |
|---|---|---|
| English 101-102 | College Composition | 10 |
| Biology 111-112 | Anatomy and Physiology | 10 |
| Mathematics 101 | College Algebra | 5 |
| Mathematics 102 | Trigonometry | 5 |
| Language | French 101-102 or 201-202 or German 101-102 or 201-202 | 10-15 |
| Political Science 101 | American Government | 5 |
| | | 45-50 |

| Sophomore Year | | Credit Hours |
|---|---|---|
| English 221-222 | European Literature | 10 |
| History 201-202 | European History | 10 |
| Chemistry 101-102 | Inorganic Chemistry | 10 |
| Chemistry 103 | Qualitative Analysis | 5 |
| Biology 201-202 | Zoology | 10 |
| Physics 101 | Physics Survey (depending upon foreign language requirement) | 0-5 |
| | | 45-50 |

## PRE-NURSING PROGRAM (Diploma)

**Registered Nurse Program—(3 years)**
Freshman year as required by the **Barrett School of Nursing**

| | | Credit Hours |
|---|---|---|
| English 101 or English 10 | College Composition or Entrance English | 5 |
| Biology 111-112 | Anatomy and Physiology | 10 |
| Chemistry 10 | Entrance Chemistry | 5 |
| Chemistry 201 | Introduction to Biochemistry | 5 |
| Biology 211 | Microbiology | 5 |
| Psychology 101 | Principles of Psychology | 5 |
| Sociology 101 | Introductory Sociology | 5 |
| | | 40 |

NOTE: Students should check with the Barrett School of Nursing before beginning this program.

## PRE-NURSING PROGRAM (Degree)

**Registered Nurse Program—B. S. in Nursing (4 years)**

First year program as required by the School of Nursing, Medical College of Georgia. (B.S. Nursing will be allowed to take 20 hours of work during their second and third quarters in Augusta College, if necessary.)

| | | Credit Hours |
|---|---|---|
| English 101-102 | College Composition | 10 |
| History 201-202 | European History | 10 |
| Chemistry 101 | Inorganic Chemistry | 5 |
| Sociology 101 | Introductory Sociology | 5 |
| Psychology 101 | Principles of Psychology | 5 |
| Physics 101 | Physics Survey | 5 |
| *History 101 | American History | 5 |
| *Political Science 101 | American Government | 5 |
| Speech 101 | Fundamentals of Speech | 5 |
| | | 55 |

*Students should check with the School of Nursing, Medical College of Georgia, before beginning this program, particularly with reference to these courses.

## PRE-PHARMACY PROGRAM

| Freshman Year | | Credit Hours |
|---|---|---|
| English 101-102 | College Composition | 10 |
| History 101 | American History | 5 |
| Political Science 101 | American Government | 5 |
| Mathematics 101 | College Algebra | 5 |
| Mathematics 102 | Trigonometry | 5 |
| Physics 101 | Physics Survey | 5 |
| Biology 111-112 | Anatomy and Physiology | 10 |
| | | 45 |

| Sophomore Year | | Credit Hours |
|---|---|---|
| Chemistry 101-102 | Inorganic Chemistry | 10 |
| Chemistry 103 | Qualitative Analysis | 5 |
| Fine Arts 101 | Fine Arts Appreciation | 5 |
| Speech 101 | Fundamentals of Speech | 5 |
| Biology 201 | Zoology | 5 |
| Biology 211 | Microbiology | 5 |
| Economics 101 | Principles of Economics | 5 |
| Business Administration 111 | Principles of Accounting | 5 |
| | | 45 |

## SECRETARIAL SCIENCE (GENERAL, LEGAL) PROGRAM

| Freshman Year | | Credit Hours |
|---|---|---|
| English 101-102 | College Composition | 10 |
| History 101 | American History | 5 |
| Fine Arts 101 | Fine Arts Appreciation | 5 |
| Political Science 101 | American Government | 5 |
| *Secretarial Science 101-102 | Typewriting | 0-4 |
| Secretarial Science 103 | Advanced Typewriting | 2 |
| *Secretarial Science 111-112 | Shorthand | 0-6 |
| Secretarial Science 113 | Advanced Shorthand | 3 |
| Secretarial Science 201 | Secretarial Practice | 5 |
| Speech 101 | Fundamentals of Speech | 5 |
| Electives | Economics 101 or Psychology 101 | 0-5 |
| | | 45-50 |

| Sophomore Year | | Credit Hours |
|---|---|---|
| **Biology 101-102 | General Biology | 10 |
| Business Administration 201 | Business Correspondence and Reports | 5 |
| Business Administration 211 | Business Machines | 5 |
| Secretarial Science 202 | Advanced Secretarial Practice | 5 |
| Secretarial Science 221 | Secretarial Accounting | 5 |
| Secretarial Science 231 | Advanced Dictation and Transcription | 5 |
| Electives | Economics 101, Geography 101, History 111, Philosophy 101, Psychology 101, Sociology 101, Sociology 121 | 10 |
| | | 45 |

*For students who have completed courses in high school typewriting and, or shorthand, placement examinations will determine course-level placement.

**Those desiring to emphasize the legal aspect should substitute Business Administration 202—Business Organization and Management, and Business Administration 231—Business Law.

## SECRETARIAL SCIENCE (MEDICAL, CLINICAL) PROGRAM

| Freshman Year | | Credit Hours |
|---|---|---|
| Biology 101 | General Biology | 5 |
| Chemistry 10 or 101 | Entrance Chemistry or Inorganic Chemistry | 5 |
| English 101-102 | College Composition | 10 |
| Physical Science 101 | Physical Science Survey | 5 |
| Political Science 101 | American Government | 5 |

| | | |
|---|---|---|
| *Secretarial Science 101-102 | Typewriting | 0-4 |
| Secretarial Science 103 | Advanced Typewriting | 2 |
| *Secretarial Science 111-112 | Shorthand | 0-6 |
| Secretarial Science 113 | Advanced Shorthand | 3 |
| Secretarial Science 201 | Secretarial Practice—Elementary | 5 |
| *Electives | Economics 101 or Psychology 101 | 0-5 |
| | | 45-50 |

**Sophomore Year** **Credit Hours**

| | | |
|---|---|---|
| Business Administration 211 | Business Machines | 5 |
| Biology 111-112 | Anatomy and Physiology | 10 |
| Fine Arts 101 | Fine Arts Appreciation | 5 |
| History 101 | American History | 5 |
| Secretarial Science 202 | Secretarial Practice—Advanced | 5 |
| Secretarial Science 221 | Secretarial Accounting | 5 |
| Secretarial Science 231 | Advanced Dictation and Transcription | 5 |
| Electives | Economics 101 or Psychology 101 | 5 |
| | | 45 |

*Electives may be substituted if qualifying exams are successfully passed.

## PRE-TEACHER EDUCATION PROGRAM

**Freshman Year** **Credit Hours**

| | | |
|---|---|---|
| English 101-102 | College Composition | 10 |
| History 101 | American History | 5 |
| Political Science 101 | American Government | 5 |
| Fine Arts 101 | Fine Arts Appreciation | 5 |
| Biology 101-102 | General Biology | 10 |
| Mathematics 101 | College Algebra | 5 |
| Education 101 | Introduction to Education | 5 |
| Electives | Advisor's Consent | 5 |
| | | 50 |

**Sophomore Year** **Credit Hours**

| | | |
|---|---|---|
| English 221-222 | European Literature | 10 |
| History 111 | Contemporary Georgia | 5 |
| Speech 101 | Fundamentals of Speech | 5 |
| Psychology 101 | Principles of Psychology | 5 |
| Education 201 | Human Development in the Educative Process | 5 |
| Sociology 101 | Introductory Sociology | 5 |
| Electives | Advisor's Consent | 10 |
| | | 45 |

## PRE-VETERINARY MEDICINE PROGRAM

(4 quarter program)

| Sophomore Year | | Credit Hours |
|---|---|---|
| English 101-102 | College Composition | 10 |
| History 101 | American History | 5 |
| Political Science 101 | American Government | 5 |
| Mathematics 101 | College Algebra | 5 |
| Mathematics 102 | Trigonometry | 5 |
| Biology 111-112 | Anatomy and Physiology | 10 |
| Speech 101 | Fundamentals of Speech | 5 |
| Chemistry 101-102 | Inorganic Chemistry | 10 |
| Biology 201-202 | General Zoology | 10 |
| Physics 101 | Physics Survey | 5 |
| | | 70 |



# COURSE DESCRIPTIONS

**ART (See also FINE ARTS)**

**101 Art Fundamentals**

An introductory art course, dealing with the basic art elements, principles and related problems of two and three dimensional design. Lectures on color theory. Laboratory work in design organization and application of color. **Five quarter hours credit.**

**102 Beginning Structural Representation**

Fundamentals of sketching and drawing of objects, including nature and figure studies. Introduction to and experimentation with, art media: charcoal, ink, watercolors, and mixed media. **Five quarter hours credit.**

**201 Advanced Structural Representation**

Studio sessions comprising experimentation, demonstration, and criticism. Painting in water color, tempera, and oil. **Five quarter hours credit.**

**202 Drawing and Painting**

Advanced drawing from set-ups, figures, objects. Charcoal, brush and ink, water color and oil. **Five quarter hours credit.**

**211 Oil Painting**

Technical consideration and preparation of grounds, media, and pigments. Analysis of oil techniques used by the masters. **Five quarter hours credit.**

**212 Water Color**

Study of, and practice with, transparent water color as a medium of art. **Five quarter hours credit.**

## BIOLOGICAL SCIENCES

**101 General Biology*—Animal**

An introduction to the fundamental concepts of biology; structure and function in the life processes of plants and animals from the simplest unicellular forms to the higher organisms. Three hours of lecture and two 2-hour laboratory periods per week. **Five quarter hours credit.**

**102 General Biology—Botany**

Continuation of Biology 101 with emphasis placed upon plant life. Three hours of lecture and two 2-hour laboratory periods per week. **Five quarter hours credit.**

**111 Anatomy and Physiology**

An introduction to the principles of human structure and function. Three hours of lecture and two 2-hour laboratory periods per week. **Five quarter hours credit.**

**112 Anatomy and Physiology**

Prerequisite: Biology 111

Continuation of Biology 111. Three hours of lecture and two 2-hour laboratory periods per week. **Five quarter hours credit.**

**201 General Zoology***

A study of representative invertebrate and vertebrate animals with emphasis on their medical and economic importance. This course is required of all pre-medical students. Three hours of lecture and two 2-hour laboratory periods per week. **Five quarter hours credit.**

**202 General Zoology***

Prerequisite: Biology 201

Continuation of Biology 201. This course is required of all pre-medical students. Three hours of lecture and two 2-hour laboratory periods per week. **Five quarter hours credit.**

**211 Introductory Microbiology**

Prerequisites: 10 hours of biological sciences and 5 hours of chemistry.

A study of micro-organisms, their morphology, physiology, and relationships to human welfare. This course is designed for nursing students. Three hours of lecture and two 2-hour laboratory periods per week. **Five quarter hours credit.**

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*A student will not be allowed credit for both Biology 101 and General Zoology.

## BUSINESS ADMINISTRATION

### 111 Principles of Accounting

Fundamental principles of accounting as applied to a trading business conducted by a proprietorship. Debit and credit analysis; journalizing, posting; classification of accounts; columnar records; control accounts; adjusting and closing the books; preparation of work sheets and financial statements; elementary ratio analysis; inventories. **Five quarter hours credit.**

### 112 Principles of Accounting

Prerequisite: Business Administration 111

A thorough study of partnership and corporation accounting with elementary consideration of a manufacturing concern. Capital stock; bonds; funds and reserves; surplus and dividends. Development of accounting records to include voucher systems, factory ledger, check register, capital and revenue expenditures. **Five quarter hours credit.**

### 201 Business Correspondence and Reports

Qualities and principles of effective business letter writing; practice in writing various types of letters and reports; techniques of composing effective sentences and paragraphs; psychology of tone; basic forms of business communication. **Five quarter hours credit.**

### 202 Business Organization and Management

A study of the structure and internal functions of typical business concerns. **Five quarter hours credit.**

### 211 Business Machines

Instruction and practice in the use of office machines and equipment, such as spirit reproducer, mimeograph, adding, calculating, transcribing machines, and switchboard PBX. **Five quarter hours credit.**

### 231 Business Law

Contracts, negotiable instruments, bailments, insurance, real property, mortgages, and leases. **Five quarter hours credit.**

## CHEMISTRY

### 10 Entrance Chemistry

A survey of elementary chemistry. Five quarter hours of credit toward Augusta College graduation. This credit is not recommended for transfer. Four hours of lecture and one 2-hour laboratory period.

### 101 General Inorganic Chemistry

Prerequisite: Chemistry 10 or satisfactory score on qualifying examination.

The history, occurrence, properties, preparation, and uses of the non-metals

and their compounds in general; chemical principles and laws, atomic structures, valence, and reactions; solving of problems. Three hours of lecture and two 2-hour laboratory periods per week. **Five quarter hours credit.**

**102 General Inorganic Chemistry**

Prerequisite: Chemistry 101

This course is a continuation of Chemistry 101, including a study of the metallic elements. Three hours of lecture and two 2-hour laboratory periods per week. **Five quarter hours credit.**

**103 Qualitative Inorganic Chemistry**

Prerequisite: Chemistry 102

The fundamental theories and principles of qualitative analysis: procedures of separation and identification of common cations and anions. Two hours of lecture and three 2-hour laboratory periods per week. **Five quarter hours credit.**

**201 Introduction to Biochemistry**

Prerequisite: Chemistry 10 or 101

Survey course of organic chemistry and biochemistry, emphasizing biochemical changes taking place during life processes. Four hours of lecture and two hours of laboratory per week. **Five quarter hours credit.**

**203 Quantitative Inorganic Analysis**

Prerequisite: Chemistry 103

The theories, principles, and practice of volumetric and gravimetric analysis. Two hours of lecture and three 2-hour laboratory periods per week. **Five quarter hours credit.**

**211 Organic Chemistry**

Prerequisite: Chemistry 102

A systematic study of facts and theories of aliphatic and aromatic organic compounds. Composition, reactions, and preparations stressed. Three hours of lecture and two 2-hour laboratory periods per week. **Five quarter hours credit.**

**212 Organic Chemistry**

Prerequisite: Chemistry 211

Continuation of organic chemistry. Three hours of lecture and two 2-hour laboratory periods per week. **Five quarter hours credit.**

**DRAWING (ENGINEERING)**

**101 Engineering Drawing**

Styles of lettering, the use of instruments, orthographic projection, auxiliary views, conventions and pictorial drawings. Six hours of laboratory per week. **Two quarter hours credit.**

**102 Engineering Drawing**

Prerequisite: Drawing 101

Continuation of Drawing 101. Topics of study include sections, drawing conventional dimensions, pictorial representation, shop processes, technical sketching, working drawings, pencil drawings on vellum, ink tracings on cloth, reproduction processes. Six hours of laboratory per week. **Two quarter hours credit.**

**103 Engineering Drawing**

Prerequisite: Drawing 102

Topics of study include technical sketching; threads and fastenings; working drawings; working drawings from assemblies, assemblies from working drawings. **Two quarter hours credit.**

**104 Applied Descriptive Geometry**

Prerequisite: Drawing 102

Topics of study include the solution of problems involving points, lines, and planes by use of auxiliary views and by revolution methods, simple intersections development of surfaces, and introduction to warped surfaces. Practical applications are emphasized. Six hours of laboratory work per week. **Two quarter hours credit.**

## ECONOMICS

**101 Principles of Economics**

A basic course in the history and theory of economics. Production, consumption, and distribution; value and price; introduction to money, banking, and credit; business combinations; transportation; labor problems; and economic reforms. **Five quarter hours credit.**

**102 Problems in Economics**

A continuation of Economics 101, relating the organization of our economic institutions to problems of exchange and wealth distribution. **Five quarter hours credit.**

**111 Economic Geography (Geography)**

Prerequisite: Geography 101 or instructor's consent.

A study of the geographic factors involved in the location, production, and distribution of economic goods. Manufacturing regions of the United States and Europe are studied in relation to power resources. Four lectures and one laboratory. **Five quarter hours credit.**

**201 Economic Development of the United States**

Economic development from the colonial period to the present, emphasizing phenomena of industrial growth. **Five quarter hours credit.**

## EDUCATION

### 101 Introduction to Education

An introduction to public school teaching, including the study of duties and responsibilities of teachers, state public school programs, development of the American school, and philosophies of education. **Five quarter hours credit.**

### 201 Human Development in the Educative Process

A study of the individual from birth to adulthood with reference to maturation of learning and behavior, mental hygiene and problems of adjustment. The student will participate in approved community activity, working with and observing children. **Five quarter hours credit.**

## ENGLISH

### 10 English Communications

A review of the fundamentals of grammar and composition. Drill in punctuation, spelling, and paragraph structure. One hour per week devoted to reading speed, comprehension, and study skills (psychology laboratory). Five quarter hours toward graduation from Augusta College. Not recommended for transfer credit.

### 101 College Composition

Prerequisite: Credit in English 10 or satisfactory score on placement tests.

This course explores the fundamentals of effective writing, including sentence and paragraph structure, correct and effective use of words, collection and organization of subject materials, and construction of the theme as an organic entity. **Five quarter hours credit.**

### 102 College Composition

Continuation of English 101 accompanied by parallel readings in various types of literature. **Five quarter hours credit.**

### 201 English Literature

A survey of significant literature movements and tendencies in the light of social and historical influences from the Anglo-Saxon Period to the Romantic Movement. **Five quarter hours credit.**

### 202 English Literature

Continuation of English 201, emphasizing the Romantic, Victorian, and modern periods. **Five quarter hours credit.**

### 221 European Literature

Prerequisite: English 101-102

A reading survey of European literature from Homer to Cervantes. **Five quarter hours credit.**

**222 European Literature**

Prerequisite: English 101-102

A reading survey of European literature from Shakespeare to Mann. **Five quarter hours credit.**

**FINE ARTS**

**101 Fine Arts Appreciation**

An appreciation course in the fields of music and the visual arts. The works of outstanding figures in music and the visual arts. Content, style, similarities, and differences showing that kinship which exists between works of art, regardless of the civilization producing them. **Five quarter hours credit.**

**102 History of Art**

A survey of world art from prehistoric to modern times. Opportunity is given students ot become acquainted with the great art of the past as well as the present day. **Five quarter hours credit.**

**103 History of Music**

A survey of important music works and trends from the Gothic period to the present day. **Five quarter hours credit.**

**FRENCH**

**101 Elementary French**

Drill in pronunciation, fundamentals of grammar, simple reading and translations, oral and written exercises, vocabulary building. Language laboratory must be attended each week. **Five quarter hours credit.**

**102 Elementary French.**

Continuation of French 101. **Five quarter hours credit.**

**201 Intermediate French**

Prerequisite: French 101-102 or two high school units in French.

Review of French grammar, reading and translations of various types of French. Emphasis on oral expression and aural comprehension. **Five quarter hours credit.**

**202 Intermediate French**

Continuation of French 201. **Five quarter hours credit.**

**211 Conversational French**

Prerequisite: French 202

Emphasis on conversation and composition. **Five quarter hours credit.**

## GERMAN

**101 Elementary German**

Fundamentals of grammar, pronunciation, conversation, composition, reading, and translation. Language laboratory must be attended each week. **Five quarter hours credit.**

**102 Elementary German**

Continuation of German 101. **Five quarter hours credit.**

**201 Intermediate German**

Prerequisite: German 101-102 or two high school units in German.

Review of German grammar, reading and translation of various types of German. Emphasis on oral expression and aural comprehension. **Five quarter hours credit.**

**202 Intermediate German**

Continuation of German 201. **Five quarter hours credit.**

**211 Conversational German**

Prerequisite: German 202

Emphasis on conversation and composition. **Five quarter hours credit.**

## GEOGRAPHY AND GEOLOGY

**101 World Geography**

A study of the major geographical regions with emphasis upon their economic activities and geopolitical problems attendant. Support of expanding world populations in relation to adequate resources also considered. **Five quarter hours credit.**

**111 Economic Geography**

Prerequisite: Geography 101 or instructor's consent

A study of the geographic factors involved in the location, production, and distribution of economic goods. Manufacturing regions of the United States and Europe are studied in relation to power resources. Four lectures and one laboratory. **Five quarter hours credit.**

**121 Earth Science Survey**

A physical geography survey that includes climatology and physiography. **Five quarter hours credit.**

**122 The Natural Environment—Part I (Landforms)**

An analysis of major features of natural environment, stressing common

rocks, landforms, geomorphic and water-resource characteristics of major landforms. **Five quarter hours credit.**

**123 The Natural Environment—Part II (Climate-Vegetation).**

A continuation of Geography 122. Evaluation of weather fundamentals, climate, vegetation, and soils; the partnership of climate and vegetation as shown by world distribution. **Five quarter hours credit.**

**201 Physical Geology**

Fundamentals of physical geology. Origin and composition of the earth materials, agents of erosion, sedimentation, metamorphism, analysis of common crustal structures, and study of common minerals. Three lectures and two laboratory periods. **Five quarter hours credit.**

**202 Historical Geology**

A continuation of Geology 201. A study of floral, faunal, biogeographic, and stratigraphic relationships of the geological epochs. Three lectures and two laboratory periods. **Five quarter hours credit.**

## HISTORY

**101 Survey of American History**

This course is designed to satisfy the state law requiring that all students shall pass an examination on the history of the United States and of Georgia before graduation. **Five quarter hours credit.**

**111 Contemporary Georgia**

A history of Georgia with the latter portion emphasizing natural resources and economic accomplishments; agriculture, industry, and commerce; governmental organizations and problems. **Five quarter hours credit.**

**201 Modern European History**

European history from the Renaissance and the Reformation to the French Revolution, Napoleon, and the Congress of Vienna. **Five quarter hours credit.**

**202 Modern European History**

Continuation of History 201 from the Congress of Vienna to the present day. In senior division colleges, this course is generally a prerequisite to advanced history courses. **Five quarter hours credit.**

## JOURNALISM

**101 Introduction to Journalism**

A survey of mass communication media, emphasizing the press. Special techniques of journalistic composition. **Five quarter hours credit.**

**111 Introduction to Journalistic Production**

Prerequisite: Journalism 101

An introduction to reportorial, editorial, and advertising work with the BELL RINGER, WHITE COLUMNS, and other campus publications and organizations. Begins each fall with three quarters to be satisfactorily completed under faculty supervision. Five quarter hours credit awarded upon satisfactory completion of the third quarter.

## MATHEMATICS

**10 Entrance Algebra**

Review and drill work in elementary and intermediate algebra. Five quarter hours of credit toward Augusta College graduation. This credit is not recommended for transfer to senior division colleges.

**101 College Algebra**

Prerequisite: Math 10 or satisfactory scores in placement exams

A review of exponents, systems of equations and quadratics, and a study of the binomial theorem, progressions, mathematical induction, and theory of equations. **Five quarter hours credit.**

**102 Plane Trigonometry**

A thorough course in plane trigonometry, emphasizing the derivation and application of formulae, logarithms, the use of tables, and the solution of triangles. **Five quarter hours credit.**

**103 Trigonometry (Engineering)**

Prerequisite: Mathematics 101

A course in plane trigonometry and a study of slide rule procedures. Required course for pre-engineering students. **Five quarter hours credit.**

**104 Plane Analytic Geometry and Calculus**

Prerequisite: Mathematics 103

A study of the point, the line, and the conics, with particular attention to the relations between the equation and its locus. The basic ideas of the calculus are applied to differentiation and integration of algebraic functions, including maxima and minima and areas. Required course for pre-engineering students. **Five quarter hours credit.**

**111 Mathematics of Finance**

Review of fundamental operations with integers, common fractions, and decimal fractions, especially with reference to methods used in business; logarithms and their application; practice in the use of other tables. A complete study of percentage and interest, with a large variety of problems. A study of practices followed in buying, selling, borrowing, and transaction of funds. **Five quarter hours credit.**

**201 Calculus**

Prerequisite: Mathematics 104

The definite integral, areas, volumes, the conics, and differentiations of transcendental functions will be studied. **Five quarter hours credit.**

**202 Calculus**

Prerequisite: Mathematics 201

Continuation of Mathematics 201 and complete process of differentiation; formal integration, applications, improper integrals, approximate integration. **Five quarter hours credit.**

**203 Calculus**

Prerequisite: Mathematics 202

Continuation of Mathematics 202, involving the study of series, solid analytic geometry, partial derivations, multiple integrals. **Five quarter hours credit.**

## MUSIC (See also FINE ARTS)

Credit in applied music is based upon instruction and supervised practice. Two hours of credit represent two individual lessons and a minimum of eight hours practice per week. In all cases credit is established through individual recitals at the close of each quarter.

**101 Applied Music**

Private instruction in piano or voice. **Two quarter hours credit.**

**102 Applied Music**

Continuation of Music 101. **Two quarter hours credit.**

**103 Applied Music**

Continuation of Music 102. **Two quarter hours credit.**

**111 Theory: Fundamentals of Music**

Prerequisite: Examination

Scales, intervals, rhythms, terminology and basic procedures. **Three quarter hours credit.**

**112 Theory: Introduction to Harmony**

Prerequisite: Music 111 or examination

Part-writing of triads, sight-singing dictation and keyboard harmony. **Three quarter hours credit.**

**113 Theory: Elementary Harmony**

Prerequisite: Music 112

Part-writing of triads in inversions, dominant seventh chord, sight-singing, dictation and keyboard harmony. **Three quarter hours credit.**

**201 Applied Music**

Further study through private instruction in piano or voice. **Two quarter hours credit.**

**202 Applied Music**

Continuation of Music 201. **Two quarter hours credit.**

**203 Applied Music**

Continuation of Music 202. **Two quarter hours credit.**

**211 Theory: Intermediate Harmony**

Prerequisite: Music 113

Secondary seventh chords and inversions, sight-singing, dictation and keyboard harmony. **Three quarter hours credit.**

**212 Theory: Intermediate Harmony**

Prerequisite: Music 211

Altered chords, ninth chords, augmented sixth chords, sight-singing, dictation and keyboard harmony. **Three quarter hours credit.**

**213 Theory: Advanced Harmony**

Prerequisite: Music 212

Modulation, chromatic harmony, modes, survey of modern techniques. **Three quarter hours credit.**

## PHILOSOPHY

**101 Introduction to Philosophy**

The meaning and functions of philosophy; the vocabulary, problems and relation of philosophy to science, art, and religion. A survey of basic issues and a brief study of representative thinkers. **Five quarter hours credit.**

**201 Ethics**

Moral philosophy in its bearing on human conduct and social relations. An analysis of good and evil, right and justice, moral obligations and freedom. Issues of personal and social ethics are discussed in the light of readings in the classical moralists and in contemporary literature. **Five quarter hours credit.**

## PHYSICAL SCIENCE

**101 Physical Science Survey**

A survey of the fundamental facts, laws, theories, and hypotheses of physics and astronomy. **Five quarter hours credit.**

## PHYSICS

**101 Physics Survey**

An elementary study of the fundamentals of physics, including simple applications. Four hours of lecture and one 2-hour laboratory period per week. **Five quarter hours credit.**

**201 General Physics—Mechanics**

Prerequisite: Physics 101 or instructor's consent and Math 102.

A course in that part of physics which deals with fundamental laws of mechanics. Four hours of lecture and one 2-hour laboratory period per week. **Five quarter hours credit.**

**202 General Physics—Heat, Light, Sound**

Prerequisite: Physics 201

A course in that part of physics which deals with fundamental laws of heat, light, and sound. Four hours of lecture and one 2-hour laboratory period per week. **Five quarter hours credit.**

**211 Mechanics**

Prerequisite: Physics 101 or instructor's consent and Mathematics 201.

(Mathematics 201 may be taken concurrently with Physics 211.)

As a sequence, Physics 211-212-213 constitute a thorough course in basic physics, including solution of a large number of problems and application of the elements of calculus. Laboratory work is designed to give practice in the art of making precise measurements, proficiency in the manipulation of apparatus, and added familiarity with concepts of physics. The theory of errors is stressed to enable students to decide under what conditions the greater expense of more precise measurement is justified. Four hours of lecture and two 2-hour laboratory periods per week. **Six quarters hours credit.**

**212 Electricity**

Prerequisite: Physics 211

Electricity and related phenomena taught as part of the basic physics course described under Physics 211. Four hours of lecture and two 2-hour laboratory periods per week. **Six quarter hours credit.**

**213 Heat, Sound, and Light**

Prerequisite: Physics 211

Heat, sound, light and atomic physics taught as a part of the basic physics course described under Physics 211. Four hours of lecture and two 2-hour laboratory periods per week. **Six quarter hours credit.**

## POLITICAL SCIENCE

### 101 American Government

An introductory course covering the essential facts of federal, state, and local government in the United States. A satisfactory grade will exempt a student from the requirement of passing an examination on the Constitution of the United States and the Constitution of Georgia before graduation. **Five quarter hours credit.**

### 201 American Government (Advanced)

A continuation of Political Science 101 with emphasis upon the internal organization and actual workings of federal government departments. **Five quarter hours credit.**

## PSYCHOLOGY

### 101 Principles of Psychology

An introductory course dealing with psychological methods, the nervous system, intelligence, personality, heredity, and environment; thinking, memory, motivation, and imagination. **Five quarter hours credit.**

### 102 Applied Psychology

Prerequisite: Psychology 101

Application of psychological principles to education, industrial, business, and professional fields; the improvement of personality traits. **Five quarter hours credit.**

### 201 Psychology of Adjustment

Mental hygiene as applied to personal adjustments, solutions of conflicts, fears, and personality difficulties. **Five quarter hours credit.**

## RUSSIAN

### 101 Elementary Russian

Drill in pronunciation, fundamentals of grammar, simple reading and translations, oral and written exercises, and vocabulary building. Language laboratory must be attended each week. **Five quarter hours credit.**

### 102 Elementary Russian

Continuation of Russian 101. **Five quarter hours credit.**

### 201 Intermediate Russian

Prerequisite: Russian 101-102

Review of Russian grammar, reading and translating of various types of Russian. Emphasis on oral expression and aural comprehension. **Five quarter hours credit.**

**202 Intermediate Russian**

Continuation of Russian 201. **Five quarter hours credit.**

**211 Conversational Russian**

Prerequisite: Russian 202

Emphasis on conversation and composition. **Five quarter hours credit.**

## SECRETARIAL SCIENCE

**101 Beginning Typewriting**

Instruction in the use and care of the typewriter. The development of correct typing techniques and the application of this skill to specific problems, such as business forms, letter arrangements, and straight copy. **Two quarter hours credit.**

**102 Intermediate Typewriting**

Prerequisite: Secretarial Science 101 or its equivalent.

A continuation of Secretarial Science 101 intended to develop the student's typewriting skill and ability. Continuing study of letter writing, business forms, tabulation, etc. **Two quarter hours credit.**

**103 Advanced Typewriting**

Prerequisite: Secretarial Science 101, 102 or their equivalent.

Instruction in skill building, sustained typing speed, tabulation, letter writing, stencil work, and other typing problems of the business office. **Two quarter hours credit.**

**111 Beginning Shorthand**

Development of a comprehensive reading and writing knowledge of Gregg Simplified Shorthand Principles. **Three quarter hours credit.**

**112 Intermediate Shorthand**

Prerequisite: Secretarial Science 111 or its equivalent.

A course in Gregg Simplified Shorthand; theory, reading, dictation, and transcription. **Three quarter hours credit.**

**113 Advanced Shorthand and Transcription**

Prerequisite: Secretarial Science 112

The development of skill in taking new-matter dictation, with emphasis placed on mailable transcripts. **Three quarter hours credit.**

**201 Secretarial Practice (Elements of Office Practice)**

Prerequisite: Secretarial Science 101 or 102 or their equivalent.

A study of the principles and techniques of office procedures, including a knowledge of office materials and filing systems; practical experience in office duties. **Five quarter hours credit.**

**202 Secretarial Practice—(Advanced)**

Emphasis on practical office duties, including work to be completed from the files of outstanding business organizations. Special attention is given to office etiquette, grooming, and completion of mailable work. **Five quarter hours credit.**

**221 Secretarial Accounting**

Introduction to the principles and practices of accounting; theory of debits and credits as applied to business transactions; record keeping, financial reports, and opportunity to complete practice sets of office procedures. **Five quarter hours credit.**

**231 Advanced Dictation and Transcription**

Prerequisite: Secretarial Science 113 or its equivalent.

Advanced dictation with emphasis on the development of rapid, accurate transcript. The student must demonstrate ability to turn out commercially acceptable transcripts. **Five quarter hours credit.**

## SOCIOLOGY

**101 Introductory Sociology**

A study of organized social life in terms of interaction of heredity, physical environment, the group and culture. Emphasis will be placed upon fundamental sociological concepts. **Five quarter hours credit.**

**121 Introductory Anthropology**

A study of man as a cultural animal; the development of human societies from pre-literate beginnings to the rise of complex social organizations. **Five quarter hours credit.**

## SPANISH

**101 Elementary Spanish**

Drill and pronunciation, fundamentals of grammar, simple reading and translation, oral and written exercises, vocabulary building. Language laboratory must be attended each week. **Five quarter hours credit.**

**102 Elementary Spanish**

Continuation of Spanish 101. **Five quarter hours credit.**

**201 Intermediate Spanish**

Prerequisite: Spanish 101-102 or two high school units in Spanish.

Review of Spanish grammar. Emphasis on oral comprehension and oral expression. Reading and translation of various types of Spanish. **Five quarter hours credit.**

**202 Intermediate Spanish**

Continuation of Spanish 201. **Five quarter hours credit.**

**211 Conversational Spanish**

Prerequisite: Spanish 202

Emphasis on conversation and composition. **Five quarter hours credit.**

**SPEECH**

**101 Fundamentals of Speech**

Introduction to oral communication as a modifier of human life; analysis of voice, articulation, enunciation, and pronunciation; development of effective conversational styles; practice in broad phonetic transcription as an instrument of speech improvement. **Five quarter hours credit.**

**201 Public Speaking**

Composition and delivery of manuscript, memorized, extemporaneous, and impromptu addresses to an audience; techniques of influencing individuals and groups through spoken words, gestures, and other communicative aids; logical, psychological, and physical aspects of oral expression; development of constructive speech criticism. **Five quarter hours credit.**

**221 Phonetics**

Prerequisite: 101

Detailed analysis of American English sounds in isolation, in breath groups, and in effective connected speech. Examination of significant dialectical variations. Continued practice with phonetic transcription as a precise, written record of speech. **Five quarter hours credit.**



AERIAL VIEW OF CAMPUS